

**To:** Barbagallo, Lydia[Barbagallo.Lydia@epa.gov]  
**From:** Barbagallo, Lydia[/O=EXCHANGELABS/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=61777DC036EF45D7B7040280281953F7-BARBAGALLO, LYDIA]  
**Sent:** Wed 2/5/2020 6:16:38 PM (UTC)  
**Subject:** ACTION REQUIRED: **Ex. 7(A)**

**Ex. 7(A)**

You are receiving this litigation hold from the Litigation Hold Transition Workgroup, until our new lit hold system is up and running.

**Ex. 7(A)**

To acknowledge this modification to the litigation hold, please read the attached modification and reply to the sender of this email (Lydia Barbagallo), being sure to answer the questions in the chart located below. Failure to promptly respond to the questions found at the end of the litigation hold notice will result in reminders being sent to your email account. Failure to respond may lead to elevation to your supervisor until compliance is obtained. We recognize that your time is valuable and appreciate your cooperation.

Questions	Custodian Answers
To be in compliance with this litigation hold, you must answer these questions.	To answer questions, reply to this email, add your answers in the table below, and click send.
Have you read the litigation hold notice?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you understand the meaning and scope of the litigation hold notice?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Do you understand what your obligations are under the litigation hold notice?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Have you reviewed the list of current and former employees and contractors identified as being involved in this matter? (See custodian list below.)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Are you aware of any names that have been omitted from the list that should be included as an employee who worked on the matter subject to the litigation hold?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If you answered yes to the previous question, please provide additional custodian names in the Answer column. If you do not know of additional custodians, respond N/A in the Answer column.	

Custodian List:

